

## Message

**From:** Newton, Cheryl [Newton.Cheryl@epa.gov]  
**Sent:** 12/11/2018 3:01:08 PM  
**To:** Stepp, Cathy [stepp.cathy@epa.gov]  
**CC:** Thiede, Kurt [thiede.kurt@epa.gov]; Payne, James [payne.james@epa.gov]; Sanders, Amy [Sanders.Amy@epa.gov]  
**Subject:** RE: Your updates to employees last week 12/6/2018

Thanks Cathy – I will have Amy reach out to Mike and address his questions where we can. Thanks

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**From:** Stepp, Cathy  
**Sent:** Monday, December 10, 2018 9:45 PM  
**To:** Newton, Cheryl <Newton.Cheryl@epa.gov>  
**Cc:** Thiede, Kurt <thiede.kurt@epa.gov>; Payne, James <payne.james@epa.gov>  
**Subject:** Fwd: Your updates to employees last week 12/6/2018

Sent from my iPhone

Begin forwarded message:

**From:** "Mikulka, Michael" <mikulka.michael@epa.gov>  
**Date:** December 10, 2018 at 4:39:18 PM CST  
**To:** "Stepp, Cathy" <stepp.cathy@epa.gov>  
**Cc:** "Larry, Danita" <larry.danita@epa.gov>, "Cantello, Nicole" <cantello.nicole@epa.gov>, "Marceillars, Rochelle" <Marceillars.Rochelle@epa.gov>, "Mangino, Mario" <mangino.mario@epa.gov>, "Simon, Verneta" <simon.verneta@epa.gov>, "Crisp, Ethel" <crisp.ethel@epa.gov>  
**Subject:** RE: Your updates to employees last week 12/6/2018

Cathy: Thanks for your message to employees on various topics of interest to all.

In regard to hiring, can you please share the list of 40 external hires that you have approved for the Region? Does that list include the remaining hires from the 20 external hires that were approved in June, or is it in addition to those? (It is my understanding we have yet to fill all 20 of those positions.) Have FTE ceilings been established for FY 2019 for the Region and for each Division? If so, can you please share that information.

Your message says that a number of internal hiring actions have also been approved. Can you please share that list of internal hires?

You also mentioned vacancies. Is there a list of vacancies in the region that you can share with the Union?

Finally, you mentioned that employees reassigned to positions with a higher risk designation and/or positive educational requirements will need to submit resumes and transcripts. We question why this is necessary since the information desired should already be in each employee's official personnel file. Can you provide feedback on that?

Thanks.

Mike Mikulka, President  
 AFGE Local 704

312-886-6760

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**From:** Stepp, Cathy

**Sent:** Thursday, December 06, 2018 10:07 AM

**Subject:** Updates

Good morning colleagues,

As we begin to wind down CY 2018, I want to share a few updates I know are of interest to us all.

- **FY19 Budget** – It appears likely there will be an additional two week extension of the Continuing Resolution, and I appreciate this creates tremendous uncertainty right into the Holiday period. Please continue monitoring the news and we will also share information as we receive it. To help us get information to you, make sure you update your member profile in the Everbridge notification system. To access your member portal, go to: <https://member.everbridge.net/index/892807736723798#/login>. If you have not yet established a profile in the Everbridge system, please contact Mark Durno at 440-250-1743 or [durno.mark@epa.gov](mailto:durno.mark@epa.gov) and he'll send you a link to access the system. You may also call the R5 EPA Emergency phone number (1-800-375-1587) where we provide updates as a backup to the Everbridge system.
- **Hiring** – We have completed our first FY19 hiring assessment. Taking into account time to hire and our expected average annual attrition, I have approved just over 40 external hires across the Region. By focusing significant hiring early in the year, we hope to reduce the length of time we carry vacancies while still giving us flexibility to adapt as we continue these quarterly assessments. You will also see a number of internal actions the Divisions requested.
- **Realignment** – Earlier this week, EPA Headquarters officially notified the national unions of the anticipated implementation dates for the regional realignments. For Region 5 that date is February 17, 2019; this is the date we expect to begin operating under the new organizational structure, with staff reporting to their new organizations and supervisors. As shared with the Unions, employees who are being reassigned to a new job series or whose reassignment includes a modification to their risk-designation will be required to submit resumes to support the FPPS action/PSB review. Additionally, as typically required, employees who are being reassigned to a new job series with a positive educational requirement will need to submit transcripts to support the reassignment action. RMD will be working with the Division and Shared Service Centers to identify everyone impacted by this and will reach out with more instructions.

Reflecting on President George H. W. Bush and his dedication to public service, as so many highlighted during the services yesterday, I want to thank you for all you do in support of our great mission.